

Commonwealth of Kentucky
Energy and Environment Cabinet
Division of Waste Management
Recycling and Local Assistance Branch

Annual Reports Presentation
for New SWC Training
for RLA Plans, Reports and Grants



5-Year Plan vs. Annual Report

5-Year Plan = framework, required by statute and regulation, for all of the solid waste programs within the solid waste management area (i.e. county government or 109 district)

Annual Report = account of the current status of the solid waste management area; quantitative piece of the 5-year plan to show area's progress



Annual Reports Timeline

- **December**--Annual report reminder and information e-mail is sent out to county judge executives, 109 board chairs and solid waste coordinators usually before Christmas for the March 1 of the new year deadline.
- **January**--Coordinators are encouraged to send out the DEP 5033 (Municipal Solid Waste Collector and Recycler Registration and Report) forms to each recycler and hauler in their respective counties around the first of the year in order to get the needed information in a timely manner.
- **February**--Coordinators use information from the DEP 5033 forms and information they have gathered throughout the reporting year on litter cleanups, open dump cleanups, public education and so on to fill out the annual reports (DEP 6061 “Long Form” or “Short Form”).



Annual Reports Timeline (cont.)

- **February**--Coordinators have their judge executives or 109 board chairs to sign the back page of the report not only to show the document has been finished but also that the litter money received has been spent properly.
- **MARCH 1**--Coordinators mail, e-mail, fax or hand-deliver annual reports (DEP 6061 forms) along with the DEP 5033 forms to the RLA Branch by close of business March 1.



Annual Reports Timeline (cont.)

- **March, April and May**--Local Assistance Section (LAS) staff members audit their respective counties' annual reports.
- **March, April, and May**--LAS will be in contact with counties should there be any questions or concerns arise from auditing the annual reports (i.e. last year, I had a county that had an average waste collection rate of 112%)
- **June**--LAS enters information from the reports into our database in order to create reports on solid waste management for the legislature.
- **June**--LAS issues compliance or non-compliance letters to counties based on their annual report information

KRS 224.43-310(5)

On March 1 of each year, each governing body (county or 109 Board) shall report annually to the cabinet on the status of solid waste management in its area. The annual report shall include but not limited to:

- (a) The amount of in-area and out-of-area municipal solid waste disposed in municipal solid waste disposal facilities in the area;

KRS 224.43-310(5) cont.

- (b) The total cumulative progress made toward meeting the policies and goals established by KRS 224.43-010;

KRS 224.43-010 Policies and Goals

1. Education of citizens on proper waste disposal
2. Collection and disposal of solid waste
3. Elimination of illegal dumps (old and new)
4. Abatement of litter on roads
5. SWMAs are in charge of their own solid waste collections
6. State establishes grant programs for SWMAs

KRS 224.43-310(5) cont.

- (c) The remaining permitted capacity of disposal facilities;
- (d) Recycling and composting activities in existence;



KRS 224.43-310(5) cont.

(e) Public information and education activities during the reporting period including public campaigns urging participation in a municipal solid waste collection system and public campaigns promoting anti-litter and anti-dumping behavior with an accounting by the governing body of funds spent, labor expended, volunteer time and money expended, and an estimation of the campaign's effect;



KRS 224.43-310(5) cont.

(f) The number of households within the area served by the governing body and the methods of public or private municipal solid waste collection available to them, the cost to the households using the collections system, the percentage of households using each method of municipal solid waste collection available to them, the cost to the governing body of providing a municipal solid waste collection system, how the cost is paid for by the governing body, and the percentage of the cost that is recovered through service fees, including a complete accounting for collected fees, uncollected fees, and success in recovering uncollected fees;

KRS 224.43-310(5) cont.

(g) Progress made since the last report on cleaning up illegal open dumps, including the number of open dumps eliminated since the last report or the last solid waste management plan revision, the total and average cost per open dump elimination, and identification of new open dumps or cleaned up open dumps that have been used again for illegal dumping;



KRS 224.43-310(5) cont.

- (h) Fees for solid waste management assessed and collected;
- (i) Costs of any projects undertaken pursuant to the solid waste management plan; and
- (j) Any other pertinent information as may be required by the cabinet.



DEP Form 5033

Municipal Solid Waste Collector and Recycler Registration and Report Form

DEP 6061 “Short Form”

The Annual Report Form

RLA Web Page

<http://waste.ky.gov/RLA/Pages/forms.aspx>

Questions

